Central Wisconsin Community Action Council, Inc. <u>EPF&A Committee Meeting Minutes</u> July 12, 2013

Present: John Earl, Bill Gomoll, Muriel Harper, Dave Singer, and Jim Layman

Excused Absence: None

Staff: Fred Hebert, Kari Labansky, Jim Dahlke, and Donna Lynch

Guests: Renee Greenland and John Wenum

1. John Earl called the meeting to order and roll call was taken with five members present.

- 2. Motion passed by unanimous vote approving the agenda and minutes of the June 7, 2013 EPF&A Committee meeting.
- 3. Committee members reviewed the June election of officers. Motion was passed by unanimous vote recommending full board approval of Jim Layman, Elected Official representing Dodge County, as fifth member of the EPF&A Committee.
- 4. Fred reported on Personnel issues. Our home rehab staff, Kathy Radcliff, will be on lay-off effective August 2nd due to lack of program funds. Funds may be available for her program later in the year through the FHLB grant.
- 5. Jim Dahlke presented reports on the Golf Outing reflecting a positive increase from 2012 to 2013 and Food Pantry Donations from January 1st June 30th reflecting a significant increase compared to the same time last year. The Rep Payee Program is very busy and we are now licensed by the State for up to 20 guardianships. Kari presented our Draft Financial Statements from WIPFLI for year ending December 31, 2012. The agency once again had no findings. Motion was approved by unanimous vote to commend and thank the Accounting team (Kari, Jim, & Jeff) on another fine audit and a job well done. Motion was passed by unanimous vote approving the 2012 Draft WIPFLI Audit.
- 6. Fred reported the three Federal Home Loan Bank grant applications (Home Rehab, Weatherization Deferrals, & Rolan's Senior Village) were submitted at the end of June. Grant approvals will be announced in November. Groundbreaking for Rolan's is being planned for March of 2014.
- 7. Committee members reviewed current committee structures. After discussion motion was made by Jim Layman and seconded by Dave Singer to continue the present committee structures as is. After further discussion motion was made by Muriel Harper and seconded by Dave Singer to amend the motion to now read, "Motion was made to continue the present committee structures as stated in our by-laws." Motion was approved by unanimous vote.

- 8. Fred reported on the Buddy Lee fundraising event "Christmas Toys for Kids" being held at Wintergreen on December 8th to raise money and toys for children.
- 9. Muriel discussed Beaver Dam Food Pantry donations and potential confusion for residents regarding where their donations go with two food pantries in the Beaver Dam area. Fred also mentioned that New Beginnings was excluded from the WBEV Radiothon this year.
- 10. Meeting adjourned Next Meeting August 9, 2013